



COMMUNITY ORIENTED POLICING SERVICES
U.S. DEPARTMENT OF JUSTICE

Application Checklist

COPS Tribal Resources Grant Program 2004

Applications without these documents will not be considered. Please send the ORIGINAL application and TWO COPIES to the COPS Office by the postmark deadline of **May 28, 2004**. Please keep one complete copy of your application for your records.

- ☐ **TRGP Application Form**
Original signatures of the law enforcement executive and government executive are required.
- ☐ **Equipment and Training Budget Detail Worksheets**
Must itemize each item requested.
- ☐ **Assurances**
Original signatures of the law enforcement executive and the government executive are required.
- ☐ **Certifications**
Original signatures of the law enforcement executive and government executive are required.
- ☐ **Criminal Intelligence Special Condition**
All grant applicants must complete and return this form. Original signatures of the law enforcement executive and the government executive are required.
- ☐ **Special Agency Questionnaire** (if applying as a special agency)
Must include the documentation outlined in the Application Instruction Booklet.
- ☐ **Consortium Agency Questionnaire** (if applying as a consortium)
Must include the documentation outlined in the Application Instruction Booklet.
- ☐ **Waiver Request Information** (if requesting a waiver of the local match)
 - Must be on agency letterhead and contain the original signature of the law enforcement executive or the government executive.
 - Must include documentation addressing each point on the TRGP Waiver Information Sheet included in the TRGP Application Kit.

Applications must be postmarked by **May 28, 2004** to be considered for funding. Send your completed application to:

Tribal Resources Grant Program Control Desk
Office of Community Oriented Policing Services
U.S. Department of Justice
1100 Vermont Avenue, NW 8th floor
Washington, D.C. 20530
(If using overnight delivery, please use 20005 as the zip code.)

Faxed copies will not be accepted.



COMMUNITY ORIENTED POLICING SERVICES
U.S. DEPARTMENT OF JUSTICE

Application Form

www.cops.usdoj.gov

Tribal Resources Grant Program 2004

This application is for Federally Recognized Tribes that currently have law enforcement agencies or for tribes or villages that may apply as a consortium to share needed resources. The Tribal Resources Grant Program (TRGP) 2004 funds additional background investigations, training, equipment, department-wide technology, and police vehicles for sworn law enforcement officers. By applying for the Tribal Resources Grant Program, you acknowledge your understanding that grants awarded provide a maximum federal contribution of 75 percent of the approved costs, unless a waiver of the local match is authorized.

The postmark deadline to apply for this program is May 28, 2004. Applications postmarked after that date may not be considered for funding. If you have any questions on filling out the TRGP 2004 application, please do not hesitate to contact the U.S. Department of Justice Response Center at 800.421.6770 and ask to speak to your Tribal Point of Contact.

Please type the requested information. Submit an original and two copies of your agency's entire application package. Failure to respond to all of the questions will delay the review of your application and may result in finding your agency ineligible for funding.

I. GENERAL INFORMATION

Applicant Legal Name: _____

Applicant EIN Number (nine-digit number assigned by the IRS): _____

The EIN number is assigned to your agency by the IRS and consists of nine digits. If the Office of Justice Programs has assigned your department an OJP Vendor number, please use that assigned number. Otherwise, your Internal Revenue Service EIN number should be used. For further clarification, please refer to your Application Instruction Booklet on page 27.

Applicant DUNS Number: _____

Starting in FY 2004, the Office of Management and Budget (OMB) requires all agencies applying for federal funding to obtain this number prior to application. The DUNS Number is a unique nine-digit identification number that is assigned upon request to agencies by Dun & Bradstreet (D&B). This number will be used by the federal government to better track grant recipient information throughout the grant cycle and to provide consistent name and address data for electronic grant application systems. To obtain a DUNS number, visit the Dun & Bradstreet web site at www.dnb.com or call 866.705.5711.

Applicant ORI Number: _____

The ORI number is assigned to your agency by the FBI for purposes of UCR crime reporting and is your agency's "originating agency identifier." If you are a previous COPS grant recipient and your agency did not have an FBI-assigned number, you may have been assigned a number ending in "ZZ" for identification purposes only. If you do not have an ORI number assigned to your agency by the FBI or the COPS Office, please write "none" in the space above. For further clarification, please refer to the Application Instruction Booklet on page 28.

Type of Applicant Agency:

- ☐ Tribal Law Enforcement Department (self-governance non-BIA Agency)
☐ Tribal/BIA Law Enforcement Department (BIA Agency supplemented with a Tribal Law Enforcement Department)
☐ BIA Agency (BIA provides law enforcement services. Tribe supplements their BIA law enforcement with COPS-funded tribal officers and equipment)
☐ Tribal Natural Resources Department
☐ Tribal Fish and Wildlife Department
☐ Tribal Environmental Protection Agency
☐ Tribal Consortium Police Department
☐ Other: _____

Federal Congressional District (number): _____

Please do not list state or local district numbers.

Instead of providing your own law enforcement services, does your tribe exclusively contract with a non-BIA local law enforcement agency for services? ☐ Yes ☐ No

If "yes," please see "Eligibility Requirements" on page 4 of the Application Instruction Booklet.

Are you applying as a consortium? ☐ Yes ☐ No

If "yes," please see "Applying as a Consortium" on page 4 of the Application Instruction Booklet, and fill out the Consortium Agency Questionnaire included in the TRGP Application Kit.

Are you applying as a special agency? ☐ Yes ☐ No

If "yes," please see "Applying as a Special Agency" on page 5 of the Application Instruction Booklet, and fill out the Special Agency Questionnaire included in the TRGP Application Kit. Special agencies include non-traditional tribal law enforcement agencies such as conservation departments, fish and game departments, and environmental protection agencies.

U.S. Census Population: _____ (According to U.S. Census 2000)

Law Enforcement Service Population: _____

Population for which your law enforcement agency has primary law enforcement authority. Exclude the population primarily served by other tribal or non-tribal law enforcement agencies within your jurisdiction.

Land Base (in square miles): _____

Please do not list acres (1 square mile = 640 acres). Exclude the square miles primarily served by other law enforcement agencies within your jurisdiction.

Current budgeted sworn force strength as of the date of this application:

Full-time: _____ **Part-time:** _____

The budgeted sworn force strength is the number of sworn officers a department has funded in its current budget, including vacancies. Do not include unpaid/reserve officers, all COPS-funded positions (unless they are in the locally-funded retention period), federal BIA officers, or detention staff.

EXECUTIVE INFORMATION

Law Enforcement Executive's Name: _____

Must be the law enforcement authorized official that has final signatory authority to do business with the federal government. Usually this is the Chief of Police, Law Enforcement Commissioner, Director of Public Safety, Officer in Charge, etc.

Title: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____ **FAX:** _____

Email (if applicable): _____

Contact person: _____

This individual should be a person in your agency who is familiar with this application, and can answer grant-related questions in the absence of the law enforcement executive. If your agency does not have a contact person other than the law enforcement executive, please write "Same as Law Enforcement Executive" in the space above.

Title: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____ **FAX:** _____

Email (if applicable): _____

Government Executive's Name: _____

Must be the government authorized official that has final signatory authority to do business with the federal government. Usually this is the Tribal Chairperson, Tribal President, Tribal Chief, etc.

Title: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____ **FAX:** _____

Email (if applicable): _____

II. BACKGROUND INVESTIGATION REQUEST

Directions: Your agency may identify your requested items in the following sections. You may apply only for items that are not funded in your agency's budget. All requested items must be new, additional items that your agency's budget does not otherwise fund with state, local, or BIA funds.

Number of existing officer positions for which a background investigation is requested: _____

Your agency may request background investigation funding for officer positions that have yet to be filled if no other funding was budgeted for the background investigations.

III. TRAINING REQUEST

Directions: Check the corresponding box(es) if you are requesting training. Please list the specific training and associated costs on the Equipment and Training Budget Worksheets included in the TRGP Application Kit.

☐ **Basic/Academy Training**

Number of existing officers for which Basic/Academy Training is requested: _____

How many of your department's existing officers have completed Basic/Academy training? _____

Location of Training: ☐ State Training Academy
☐ BIA Indian Police Academy
☐ Other Please explain: _____

☐ **Specialized Police Training**

Number of existing officers for which Specialized Training is requested: _____

Location of Training: ☐ State Training Academy
☐ BIA Indian Police Academy
☐ Other Please explain: _____

Course Title or Description: _____
(e.g., Domestic Violence Intervention Training, Counterterrorism Training)

☐ **Community Policing Training**

Community Policing training is mandatory for those agencies that have not previously been awarded a TRGP grant. If your agency has not received a previous TRGP grant, you must send two representatives to this training. (The COPS Office will provide additional community policing training information to awarded agencies.)

☐ **Grant Management Training**

Grant management training is mandatory for those agencies that have not previously been awarded a TRGP grant. If your agency has not received a previous TRGP grant, you must send two representatives to this training. (The COPS Office will provide additional grant management training information to awarded agencies.)

☐ **Computer Training**

Computer training must have a direct link to implementing community policing.

Type of computer training (e.g., Microsoft Word, Report Writing): _____

Purpose of training: _____

How will the requested computer training help your law enforcement agency interact with the community in an effort to advance community policing?

IV. OFFICER UNIFORMS & STANDARD ISSUE EQUIPMENT REQUEST

Directions: Check the corresponding box(es) if you are applying for officer uniforms and/or standard issue equipment. For a list of items that can be funded under this category, please see page 11 of the Application Instruction Booklet. Please list the specific items, quantity of items, and the associated costs on the Equipment and Training Budget Worksheets included in the TRGP Application Kit.

☐ **Officer Uniforms**

☐ **Standard Issue Officer Equipment**

V. DEPARTMENTAL EQUIPMENT REQUEST

Directions: If you are applying for department-wide technology, please check the boxes for the items you are requesting. If necessary, you may attach additional pages itemizing your request. Please list the specific items, quantity of items, and the associated costs on the Equipment and Training Budget Worksheets included in the TRGP Application Kit. See Page 12 of the Application Instruction Booklet for additional information.

A. COMPUTER EQUIPMENT

☐ Computer Hardware

Type of computer hardware requested:

- ☐ Desktop Computer
- ☐ Laptop Computer
- ☐ Mobile Data Computer/Mobile Data Terminal/Laptop
- ☐ Computer Printer
- ☐ Computer Hardware Upgrades
- ☐ Other: _____

☐ Computer Software

Type of computer software requested:

- ☐ Basic Office Software (e.g., word processing programs, spreadsheet programs, etc.)
- ☐ Software Upgrades
- ☐ Crime Mapping Software
- ☐ Other: _____

Purpose for computer equipment:

How will the requested computer equipment help your law enforcement agency interact with the community in an effort to advance community policing?

B. COMMUNICATIONS TECHNOLOGY

☐ Radio Communications

Type of Radio Communication Technology requested:

- ☐ Desktop Radio Base Station
- ☐ Radio Tower
- ☐ Mobile Radio
- ☐ Narrow Band Upgrades
- ☐ Other: _____

☐ Dispatch Systems

Type of Dispatch System requested:

- ☐ Computer Aided Dispatch (CAD) System
- ☐ Other: _____

☐ Other Communications Technology

Type of Other Communications Technology requested:

- ☐ National Incident-Based Reporting System (NIBRS) Compliant Data System
- ☐ Uniform Crime Reporting (UCR) Compliant Data System
- ☐ Records Management System
- ☐ Other: _____

Purpose for communications technology:

How will the requested communications technology help your law enforcement agency interact with the community in an effort to advance community policing?

C. OTHER DEPARTMENTAL EQUIPMENT

- ☐ Automated Booking System
- ☐ Automated Fingerprint Identification System
- ☐ Global Positioning System (GPS)
- ☐ Night Vision Equipment (please attach a detailed justification)
- ☐ Other: _____

Purpose for other departmental equipment:

How will the equipment help your law enforcement agency interact with the community in an effort to advance community policing?

VI. VEHICLES/MODES OF TRANSPORTATION REQUEST

Directions: Check the corresponding box(es) if you are applying for modes of transportation. Please list the specific type of vehicle and the quantity of vehicles requested on the Equipment and Training Budget Worksheets included in the TRGP Application Kit. See Page 13 of the Application Instruction Booklet for additional information.

☐ **Police car**

Are you requesting this car as a replacement vehicle? ☐ Yes ☐ No

Please explain your agency's need for police cars and how the cars will assist your agency to advance community policing:

☐ **Special Conveyance Vehicle** (for example, 4X4, ATV, patrol boat, etc.)

Is the Special Conveyance Vehicle requested the standard mode of law enforcement transportation within your jurisdiction? ☐ Yes ☐ No

Please explain your agency's need for special conveyance vehicles (be specific) and how the vehicles will assist your agency to advance community policing:

Current Vehicles:

Please complete the following questions if your department is requesting vehicle funding.

Does your department currently have police vehicles? ☐ Yes ☐ No

If yes, please complete the following questions:

How many police cars does your department have? _____

How many special conveyance vehicles (motorcycles, boats, snowmobiles, etc.) does your department have? _____

How many police four-wheel drive vehicles does your department have? _____

How many of the vehicles have mileage over 100,000? _____

VII. LAW ENFORCEMENT NEEDS

In the space below, please provide a brief explanation of your agency's inability to purchase these items without federal assistance.

The COPS Tribal Resources Grant Program is aimed at meeting the most pressing otherwise unfunded law enforcement needs in Indian communities. Therefore, we are asking you to prioritize your needs. In the chart below, please rank from most important to least important (using 1 as most important) the items you have requested in this application. **Please do not rank items that you did not request on this application.**

*****Example*****

A tribe has requested basic/academy training, a police car, and computer equipment. They have determined that their most important need is computer equipment and that their least important need is basic/academy training. Here is how this department might rank their needs:

Rank #:	Requested Items
	Background Investigations
3	Basic/Academy Training
	Specialized Academy Training
	Community Policing Training
	Grant Management Training
	Computer Training
	Officer Uniforms/Standard Issue Equipment
1	Computer Equipment
	Communications Technology
	Other Departmental Equipment
2	Police Car
	Special Conveyance Vehicles

Please prioritize your agency's most important need to least important need. Only rank the items that you have requested on this application.

Rank #:	Requested Items
	Background Investigations
	Basic/Academy Training
	Specialized Academy Training
	Community Policing Training
	Grant Management Training
	Computer Training
	Officer Uniforms/Standard Issue Equipment
	Computer Equipment
	Communications Technology
	Other Departmental Equipment
	Police Car
	Special Conveyance Vehicles

VIII. WAIVER OF THE LOCAL MATCH

Are you requesting a waiver of the local match requirement based upon severe fiscal distress?

☐ Yes ☐ No

If "yes," please see the "TRGP Waiver Information" attachment in the application folder. Please address each point on the attachment. *Waiver of the local match requests must be submitted at the time of application.*

I certify that the information provided on this form and the attached forms is true and accurate to the best of my knowledge. I understand that false statements or claims in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any other remedy available by law to the federal government. I understand that prior to any grant award, my agency must be in compliance with all application and program requirements of the Public Safety Partnership and Community Policing Act of 1994 and all other requirements of federal law. In addition, my signature certifies that this application requests funding only for items which would not otherwise be funded in my agency's budget with state, local or BIA funds.

Law Enforcement Executive's Signature:

(signature of person named in Section I, page three) Date: _____

Government Executive's Signature:

(signature of person named in Section I, page three) Date: _____

* It is not permissible for someone to sign application forms in place of the law enforcement and/or government executives named in this application.

Please return one ORIGINAL and two copies of all requested forms listed on the TRGP 2004 Application Checklist. This includes the Application Form, Budget Detail Worksheets, Waiver Request Information (if applicable), Consortium Agency Questionnaire (if applicable), Special Agency Questionnaire (if applicable), Certifications with original signatures, Assurances with original signatures, and the Criminal Intelligence Special Condition to:

Office of Community Oriented Policing Services
Tribal Resources Grant Program Control Desk
U.S. Department of Justice
1100 Vermont Avenue, N.W., 8th floor
Washington, D.C. 20530 (overnight 20005)

Note: Because we need original signatures for our files, faxed copies cannot be accepted.

APPLICATION DEADLINE: To be considered for funding, your grant application package must be postmarked no later than May 28, 2004.

*Updated: March 19, 2004
e03042257*



U.S. Department of Justice
Office of Community Oriented Policing Services

Tribal Resources Grant Program 2004
Equipment and Training Budget Worksheet

ORI # _____
OMB Control # 1103-0072
Expiration Date: 1/31/05

Applicant Organization Legal Name: _____

Vendor # _____

* Instructions: Round the "cost per officer" to the nearest dollar (e.g., \$19.99 = \$20)

* If you require additional space on any of the following budget categories, please attach additional pages as necessary.

A. OFFICER REQUEST- Please complete attached budget sheets if requesting officers.

BACKGROUND INVESTIGATIONS	Description	Cost per officer x Number of Officers = Total Cost
		\$ _____ .00

TYPE OF TRAINING

ITEMIZATION OF TRAINING COSTS

This section should be used to itemize all training for which you are requesting funds including academy tuition cost; course fees; costs of instruction (wage of training personnel, etc.); travel for training; supplies (textbooks, etc.).

COST OF TRAINING

This section should be used to report the cost of the item per officer, multiplied by the number of officers for which you are requesting that item to calculate total cost.

B. ACADEMY/BASIC TRAINING & SPECIALIZED TRAINING	Itemization	Cost per officer x Number of Officers = Cost of Training (rounded to the nearest dollar)
State Training Academy		\$ _____ .00
Indian Police Academy		\$ _____ .00
Police Department's Academy		\$ _____ .00
Travel (in connection with training)		\$ _____ .00
Training supplies (textbooks, manuals)		\$ _____ .00
Other costs (associated with training)		\$ _____ .00
Specialized Academy Training		\$ _____ .00
Travel (in connection with training)		\$ _____ .00
Training supplies (textbooks, manuals)		\$ _____ .00
Other costs (associated with training)		\$ _____ .00
SUB-TOTAL FOR ACADEMY/BASIC & SPECIALIZED TRAINING:		\$ _____ .00

Enter total cost of training

C. COMMUNITY POLICING TRAINING, GRANTS MANAGEMENT TRAINING, COMPUTER TRAINING	Itemization	Cost per officer x Number of Officers = Cost of Training (rounded to the nearest dollar)
Specify type and location of each training		
Community Policing Training		\$ _____ .00
Grant Management Training		\$ _____ .00
Computer Training including:		
Travel (in connection with training)		\$ _____ .00
Training supplies (textbooks, manuals)		\$ _____ .00
Other costs (associated with computer training)		\$ _____ .00
SUB-TOTAL FOR TRAINING:		\$ _____ .00

Enter total cost of training

DESCRIPTION

The examples of items listed below are not inclusive of all things which your agency may request.

COST OF ITEMS

This section should be used to describe the costs of the items which you are requesting. Please calculate the price per item, the number of items needed per officer and the total number of officers for which you are requesting the items.

* Instructions: Round the "price per item" to the nearest dollar (e.g., \$30.25 = \$30)

D. UNIFORMS

ITEM DESCRIPTION	COST OF ITEMS					TOTAL COST OF ALL ITEMS IN CATEGORY <small>* Add together the total cost per item for each group of items</small>
	PRICE PER ITEM (rounded to the nearest dollar)	X	NUMBER OF ITEMS PER OFFICER	X	TOTAL NUMBER OF OFFICERS	= TOTAL COST PER ITEM
Standard Uniform (Shirts, Pants, Jackets, etc.)	\$____.00	X	_____	X	_____	= \$____.00
	\$____.00	X	_____	X	_____	= \$____.00
	\$____.00	X	_____	X	_____	= \$____.00
	\$____.00	X	_____	X	_____	= \$____.00
Dress Uniform (Shirts, Pants, Jackets, etc.)	\$____.00	X	_____	X	_____	= \$____.00
	\$____.00	X	_____	X	_____	= \$____.00
	\$____.00	X	_____	X	_____	= \$____.00
	\$____.00	X	_____	X	_____	= \$____.00

ITEM DESCRIPTION	COST OF ITEMS				TOTAL COST OF ALL ITEMS IN CATEGORY
	PRICE PER ITEM (rounded to the nearest dollar)	X	NUMBER OF ITEMS PER OFFICER	X	TOTAL NUMBER OF OFFICERS
					TOTAL COST PER ITEM
Outerwear (Rain Gear, Uniform, Coat, Jacket)	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
Footwear (Shoes/Boots)	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
Badge(s)/Name Plate/Other Insignia	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
Hats/Caps	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
	\$ _____.00	X	_____	X	= \$ _____.00
					\$ _____.00

ORI # _____

ITEM DESCRIPTION	COST OF ITEMS						TOTAL COST OF ALL ITEMS IN CATEGORY	
	PRICE PER ITEM	X	NUMBER OF ITEMS PER OFFICER	X	TOTAL NUMBER OF OFFICERS	=	TOTAL COST PER ITEM	* Add together the total cost per item for each group of items
Reflective Vest	\$____.00	X	_____	X	_____	=	\$____.00	\$_____
Accessories (Ties, Waist Belt, Gloves)	\$____.00	X	_____	X	_____	=	\$____.00	\$_____
	\$____.00	X	_____	X	_____	=	\$____.00	
	\$____.00	X	_____	X	_____	=	\$____.00	
Specify other required items not included in this list:	\$____.00	X	_____	X	_____	=	\$____.00	\$_____
	\$____.00	X	_____	X	_____	=	\$____.00	
	\$____.00	X	_____	X	_____	=	\$____.00	

SUBTOTAL FOR UNIFORMS: \$.00
enter total cost of uniforms

Agency Name: _____

ORI # _____

E. BASIC ISSUE EQUIPMENT

ITEM DESCRIPTION	COST OF ITEMS				TOTAL COST OF ALL ITEMS IN CATEGORY <small>* Add together the total cost per item for each group of items</small>
	PRICE PER ITEM (rounded to the nearest dollar)	X	NUMBER OF ITEMS PER OFFICER	X	
Primary Issue Weapon/Gun Holster					
	\$____.00	X	_____	X	= \$____.00
	\$____.00	X	_____	X	= \$____.00
Bullet-Proof Vest					
	\$____.00	X	_____	X	= \$____.00
Portable Radio and Holder					
	\$____.00	X	_____	X	= \$____.00
	\$____.00	X	_____	X	= \$____.00
Duty Belt/Gun Belt and Belt Accessories					
	\$____.00	X	_____	X	= \$____.00
	\$____.00	X	_____	X	= \$____.00
	\$____.00	X	_____	X	= \$____.00

Agency Name: _____

ORI # _____

DESCRIPTION	COST OF ITEMS				TOTAL COST OF ALL ITEMS IN CATEGORY <small>* Add together the total cost per item for each group of items</small>	
	PRICE PER ITEM <small>(rounded to the nearest dollar)</small>	X	NUMBER OF ITEMS PER OFFICER	TOTAL NUMBER OF OFFICERS		=
Manuals, Reference Books, Notebooks, etc.						
	\$____.00	X	_____	X	=	\$____.00
	\$____.00	X	_____	X	=	\$____.00
Miscellaneous Items (Flashlight, Whistles, etc.)						
	\$____.00	X	_____	X	=	\$____.00
	\$____.00	X	_____	X	=	\$____.00
	\$____.00	X	_____	X	=	\$____.00
Specify other required items not included in this list:						
	\$____.00	X	_____	X	=	\$____.00
	\$____.00	X	_____	X	=	\$____.00

SUBTOTAL FOR BASIC ISSUE EQUIPMENT: \$ _____
enter total cost of equipment

Budget Summary

Instructions: When you have completed the budget worksheets, transfer the totals for each category to the spaces below. Compute the total project cost and indicate the amount of federal funds requested. Enter the federal share of the category amount based on 75 percent of the total cost of the category. Please see page 7 of the Application Instruction Manual for more information.

Budget Category	Total Amount	Federal Share	Local Share
A. Officer Background Investigation(s)	\$_____.00	\$_____	\$_____
B. Basic Training & Specialized Police Training	\$_____.00	\$_____	\$_____
C. Other Training (Community Policing, Grant Management, Computer Training)	\$_____.00	\$_____	\$_____
D. Uniforms	\$_____.00	\$_____	\$_____
E. Basic Issue Equipment	\$_____.00	\$_____	\$_____
F. Technology	\$_____.00	\$_____	\$_____
G. Vehicles	\$_____.00	\$_____	\$_____

Total Project Cost

\$_____.00

\$_____

\$_____

* Note: Please complete the budget with the federal and local shares even if you are requesting a waiver of the local match.

Contact Information for Budget Questions

The undersigned attests to the accuracy of the budget information submitted on the preceding pages.

Name of Authorized Official: _____ Title: _____

Phone: _____ Fax: _____

E-mail (if applicable): _____

Signature: _____ Date: _____

Other Important Information**1. What is your fiscal year?**

Starting date of your fiscal year: __ __ / __ __
month/day

Ending date: __ __ / __ __
month/day

2. Please enter the name of your Cognizant Federal Agency in the space provided: _____

Most agencies that receive federal grants are required to have audits of those grants forwarded to a single federal agency (Justice, DOI, HUD, HHS, Transportation, etc.). The single federal agency where such audits are sent is known as your "Cognizant Federal Agency." For assistance in identifying your Cognizant Federal Agency, call the Department of Justice Response Center at 800.421.6770.



COMMUNITY ORIENTED POLICING SERVICES
U.S. DEPARTMENT OF JUSTICE

Special Condition: Criminal Intelligence Systems/28 C.F.R. Part 23 Compliance

This Special Condition must be signed and returned with your signed application.

If your agency is applying for COPS grant funding for technology that will be used to operate an interjurisdictional criminal intelligence system, you must agree to comply with the operating principles found at 28 C.F.R. Part 23. An “interjurisdictional criminal intelligence system” is generally defined as a system which receives, stores, analyzes, and exchanges or disseminates data regarding ongoing criminal activities (such activities may include, but are not limited to, loan sharking, drug or stolen property trafficking, gambling, extortion, smuggling, bribery, and public corruption) and shares this data with other law enforcement jurisdictions. 28 C.F.R. Part 23 contains operating principles for these interjurisdictional criminal information systems which protect individual privacy and constitutional rights.

If you are applying for COPS grant funds to operate a *single agency database* (or other unrelated forms of technology) and will not share criminal intelligence data with other jurisdictions, or if you are not applying for technology funds from this grant program, 28 C.F.R. Part 23 does not apply to this grant. *You must still complete this Special Condition, however, to confirm that 28 C.F.R. Part 23 will not apply to your grant.*

Please check one of the following lines, as applicable to your agency’s intended use of this grant, and return this signed Special Condition with your signed application.

_____ No, my agency will not use these COPS grant funds (if awarded) to operate an interjurisdictional criminal intelligence system.

_____ Yes, my agency will use these COPS grant funds (if awarded) to operate an interjurisdictional criminal intelligence system. By signing below, we assure that our agency will comply with the requirements of 28 C.F.R. Part 23.

Law Enforcement Executive Signature

Government Executive Signature

Agency Name

Agency Name

Date

Date



Assurances

Several provisions of federal law and policy apply to all grant programs. We (the Office of Community Oriented Policing Services) need to secure your assurance that the applicant will comply with these provisions. If you would like further information about any of these assurances, please contact your state's COPS Grant Program Specialist at (800) 421-6770.

By the applicant's authorized representative's signature, the applicant assures that it will comply with all legal and administrative requirements that govern the applicant for acceptance and use of federal grant funds. In particular, the applicant assures us that:

1. It has been legally and officially authorized by the appropriate governing body (for example, mayor or city council) to apply for this grant and that the persons signing the application and these assurances on its behalf are authorized to do so and to act on its behalf with respect to any issues that may arise during processing of this application.
2. It will comply with the provisions of federal law which limit certain political activities of grantee employees whose principal employment is in connection with an activity financed in whole or in part with this grant. These restrictions are set forth in 5 U.S.C. § 1501, et seq.
3. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
4. It will establish safeguards, if it has not done so already, to prohibit employees from using their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
5. It will give the Department of Justice or the Comptroller General access to and the right to examine records and documents related to the grant.
6. It will comply with all requirements imposed by the Department of Justice as a condition or administrative requirement of the grant, including but not limited to: the requirements of 28 CFR Part 66 and 28 CFR Part 70, or the Federal Acquisition Regulations, as applicable (governing cost principles); OMB Circular A-133 (governing audits) and other applicable OMB circulars; the applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; 28 CFR Part 38.1; the current edition of the COPS Grant Monitoring Standards and Guidelines; and with all other applicable program requirements, laws, orders, regulations, or circulars.
7. If applicable, it will, to the extent practicable and consistent with applicable law, seek, recruit and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions in the agency.
8. It will not, on the ground of race, color, religion, national origin, gender, disability or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789(d)); Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); Title II, Subtitle A of the Americans with Disabilities Act (ADA) (42 U.S.C. § 12101, et seq.); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); and Department of Justice Non-Discrimination Regulations contained in Title 28, Parts 35 and 42 (subparts C, D, E and G) of the Code of Federal Regulations.
9. In the event that any court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability or age against the applicant after a due process hearing, it agrees to forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs, 810 7th Street, NW, Washington, D.C. 20531.
10. Grantees that have 50 or more employees and grants over \$500,000 (or over \$1,000,000 in grants over an eighteen-month period), must submit an acceptable Equal Employment Opportunity Plan ("EEOP") or EEOP short form (if grantee is required to submit an EEOP under 28 CFR 42.302), that is approved by the Office of Justice Programs, Office for Civil Rights within 60 days of the award start date. For grants under \$500,000, but over \$25,000, or for grantees with fewer than 50 employees, the grantee must submit an EEOP Certification. (Grantees of less than \$25,000 are not subject to the EEOP requirement.)
11. Pursuant to Department of Justice guidelines (June 18, 2002 Federal Register (Volume 67, Number 117, pages 41455-41472)), under Title VI of the Civil Rights Act of 1964, it will ensure meaningful access to its programs and activities by persons with limited English proficiency.
12. It will ensure that any facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify us if advised by the EPA that a facility to be used in this grant is under consideration for such listing by the EPA.
13. If the applicant's state has established a review and comment procedure under Executive Order 12372 and has selected this program for review, it has made this application available for review by the state Single Point of Contact.

12. Pursuant to Executive Order 13043, it will enforce on-the-job seat belt policies and programs for employees when operating agency-owned, rented or personally-owned vehicles.

13. It will not use COPS funds to supplant (replace) state, local, or Bureau of Indian Affairs funds that otherwise would be made available for the purposes of this grant, as applicable.

14. If the awarded grant contains a retention requirement, it will retain the increased officer staffing level and/or the increased officer redeployment level, as applicable, with state or local funds for a minimum of one full local budget cycle following expiration of the grant period.

15. It will not use any federal funding directly or indirectly to influence in any manner a Member of Congress, a jurisdiction, or an official of any government, to favor, adopt, or oppose, by vote or otherwise, any legislation, law ratification, policy or appropriation whether before or after the introduction of any bill, measure, or resolution proposing such legislation, law, ratification, policy or appropriation as set forth in the Anti-Lobby Act, 18 U.S.C. 1913.

False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant.

Signature of Law Enforcement Executive (or Official with
Programmatic Authority, as applicable)

Date

Signature of Government Executive (or Official with
Financial Authority, as applicable)

Date



Certifications

Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements Coordination with Affected Agencies.

Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements Coordination with Affected Agencies.

Although the Department of Justice has made every effort to simplify the application process, other provisions of federal law require us to seek your agency's certification regarding certain matters. Applicants should read the regulations cited below and the instructions for certification included in the regulations to understand the requirements and whether they apply to a particular applicant. Signing this form complies with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 28 CFR Part 67, "Government-Wide Debarment and Suspension (Nonprocurement)," 28 CFR Part 83 Government-Wide Requirements for Drug-Free Workplace (Grants)," and the coordination requirements of the Public Safety Partnership and Community Policing Act of 1994. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered grant.

1. Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

A. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant; the entering into of any cooperative agreement; and the extension, continuation, renewal, amendment or modification of any federal grant or cooperative agreement;

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

C. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.440 -

A. The applicant certifies that it and its principals:

(i) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;

(ii) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously affects your present responsibility.

(iii) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (A)(ii) of this certification; and

(iv) Have not within a three-year period preceding this application had one or more public transactions (federal, state or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, for grantees, as defined at 28 CFR Part 83, Sections 83 and 83.510 -

A. The applicant certifies that it will, or will continue to, provide a drug-free workplace by:

- (i) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (ii) Establishing an on-going drug-free awareness program to inform employees about -

(a) The dangers of drug abuse in the workplace;

(b) The grantee's policy of maintaining a drug-free workplace;

(c) Any available drug counseling, rehabilitation and employee assistance programs; and

(d) The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace;

(iii) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (i);

(iv) Notifying the employee in the statement required by paragraph (i) that, as a condition of employment under the grant, the employee will -

(a) Abide by the terms of the statement; and

(b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(v) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (iv)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: COPS Office, 1100 Vermont Ave., NW, Washington, D.C. 20530. Notice shall include the identification number(s) of each affected grant.

(vi) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (iv)(b), with respect to any employee who is so convicted -

(a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency;

(vii) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (i), (ii), (iii), (iv), (v) and (vi).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of performance (street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

4. Coordination

The Public Safety Partnership and Community Policing Act of 1994 requires applicants to certify that there has been appropriate coordination with all agencies that may be affected by the applicant's grant proposal if approved. Affected agencies may include, among others, the Office of the United States Attorney, state or local prosecutors, or correctional agencies. The applicant certifies that there has been appropriate coordination with all affected agencies.

Grantee Agency Name and Address:

_____ Grantee IRS/ Vendor Number: _____

False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant.

Typed Name and Title of Law Enforcement Executive (or Official with Programmatic Authority, as applicable):

Signature: _____ Date: _____

Typed Name and Title of Government Executive (or Official with Financial Authority, as applicable):

Signature: _____ Date: _____



Special Agency Questionnaire

Directions: Please answer the following questions if the legal applicant is a non-traditional tribal law enforcement agency. Examples of special agencies include natural resources, fish and wildlife, and environmental protection agencies. Attach additional pages, if needed.

1. Please provide a description of the population served by your law enforcement agency.
2. Do officers have primary law enforcement authority for the population served? If not, what area(s) are they restricted to? Do other law enforcement agencies also have jurisdiction for the population served?
3. Do officers have full and unrestricted arrest authority? If not, what are their limitations?
4. What legislation gives officers in your jurisdiction their law enforcement authority?
You must submit a copy of the relevant legislation that documents your enforcement authority.
Check all that apply: ☐ Federal ☐ State ☐ Tribal
5. Do officers provide full police services 24 hours a day, 7 days a week? If not, what are their hours?

Deadline:

**Applications must be
postmarked
on or before
May 28, 2004.**

**Remember to send an
original and two copies of
all application materials.**

If you have questions about applying under the TRGP grant program, please contact your COPS Tribal Point of Contact through the U.S. Department of Justice Response Center at 800.421.6770.



Consortium Agency Questionnaire

Directions: Please answer the following questions if the legal applicant is applying as a law enforcement consortium. A consortium is a group of two or more Federally Recognized Tribes that agree to form a partnership to provide law enforcement services to their constituent tribal communities. Attach additional pages, if needed.

- 1) Do you have a formal Memorandum of Understanding (MOU) between all of the constituent Tribal governments? ☐ Yes ☐ No

If yes, please submit a copy of the MOU to the COPS Office.

If no, you must have a formal MOU in place to be considered for funding.

The MOU should describe the relationship between the agencies and outline conditions, contributions, and benefits each partner will contribute to or receive from the project. The MOU should also designate which agency will be the lead agency that is responsible for coordinating and supervising grant activities. This lead agency is considered the legal applicant on the TRGP Application Form.

- 2) Which agency is the lead agency within the consortium?
- 3) What is the law enforcement service population and land base for each partner agency?
- 4) Please provide a description of how each partner agency currently receives law enforcement services, and why these services fail to meet the needs of the service population.

Deadline:

**Applications must be
postmarked
on or before
May 28, 2004.**

**Remember to send an
original and two copies of
all application materials.**